

Judicial Administration Committee
Judicial Conference of Indiana

Minutes
December 7, 2000

The Judicial Administration Committee of the Judicial Conference of Indiana met at the Marriott Inn in Indianapolis on Thursday, December 7, 2000 from 10:00 a.m. - 12:00 noon

1. Members present. Roland Chamblee; Steven Fleece, Clarence D. Murray, George J. Heid, John L. Kellam, Richard T. Payne, Tanya Walton Pratt, P. Thomas Snow, and Frances C. Gull, Chair.
2. Staff present. Jeffrey Bercovitz provided the committee with staff assistance.
3. Others present. Kurt Snyder and Andy Straw, State Court Administrator's Office; and Andy Hutcherson, Indiana University Public Opinion Laboratory were also present.
4. Minutes approved. The minutes of the committee on October 13, 2000 were approved.
5. Update Study - Judicial Weighted Caseload Measures.
 - a. Advance preparation for case file reviews. Mr. Bercovitz reported that Andy Straw, Andy Hutcherson, and he visited Marion, Hancock and Shelby counties and looked at court computer systems in each one. They determined it would be possible to count judicial actions by looking at CCS entries. Each county's computer company will be asked to prepare a list of case numbers and plaintiff and defendant names for 1999 and 2000. I. U. Public Opinion Laboratory will then randomly select cases in advance. Commonly used words and phrases are needed in each case type to count in as uniform a manner as possible.
 - b. New case categories. Almost all mortgage foreclosure actions had a bank or mortgage company name in their title and would be easy to distinguish from other civil actions. Tax warrant cases always have the Ind. Dept. of Revenue as plaintiff and would be easy to find. Other civil collection cases may be determined. All computer systems reviewed listed criminal charges separately and if programmed properly, these cases can be sorted by highest felony charged. Only closed case files will be reviewed for 1999 and 2000 since they include all judicial actions within a case type. One can determine the percentage of prior year cases that need to be reviewed in each case type since case numbers indicate the year a month and year any case is filed. For example, Mr. Jezek suggested that 30 to 40 % of higher felony cases closed in 1999 or 2000 that were filed in prior years be reviewed.
 - c. Counties for case file reviews. Andy Hutcherson suggested the committee should conduct file reviews in counties that were included in the study last time to verify the results from before. Committee members chose the following counties for case file reviews, which include counties without computerized CCS's: Large: Lake and Marion; Medium: Clark, Monroe, Porter, Tippecanoe, Wayne, Vigo and Madison as a backup; Small: Clay (Not computerized); Fayette, Hancock, Henry, Jasper, Jefferson, Knox, Marshall, Montgomery, Owen, Rush (not computerized) and Wells.
 - d. Mr. Bercovitz agreed to prepare a letter to be sent to the judges in these counties in

advance to announce the visit of Indiana University Public Opinion Laboratory personnel to review randomly selected case files.

- e. The committee members agreed to work on commonly used words/phrases for judicial actions for each case type at the January meeting.
6. Next meeting. The committee agreed to meet again Friday, January 12, February 9, March 9, May 11, June 8, July 13 and August 13, 2001 from 10:00 a.m. until 4:00 p.m. at the Judicial Center.

Respectfully submitted,

Jeffrey Bercovitz, Director
Probation and Juvenile Services